

**TOWN OF ST. LEO**  
**REGULAR COMMISSION MEETING**  
**July 12, 2010**  
**7:00 PM**

OPENING – William E. Hamilton

INVOCATION AND PLEDGE OF ALLEGIANCE – Richard Christmas

ROLL CALL Donna DeWitt, O.S.B. – Mayor Pro Tem  
Richard Christmas – Commissioner  
William Hamilton, - Mayor  
Robert Courtney - Commissioner  
John “Jack” Gardner – New Commissioner

STAFF Joan Miller - Town Clerk  
Patricia Petruff - Town Attorney

GUESTS Darlene Gardner - resident

NEW COMMISSIONER  
Swearing in by Town Attorney

MINUTES **MOTION: TO APPROVE THE MINUTES OF JUNE 14 2010.**  
**MOTION BY:** Commissioner DeWitt  
**SECOND:** Commissioner Courtney  
Discussion.  
**VOTE:** Unanimous for Approval, 5/0

EXPENSES AND BUDGET REVIEW  
**MOTION: TO ACCEPT FINANCIAL REPORT DATED JULY 12, 2010.**  
**MOTION BY:** Commissioner Christmas  
**SECOND:** Commissioner DeWitt  
Discussion.  
**VOTE:** Unanimous for Approval, 5/0

CD RATES AND MATURITY  
Current rates were discussed. The clerk was directed to have rates and information about early withdrawal penalties available for the next meeting.

**MAYOR'S REPORT –**

**ADOPTION OF A PROPOSED MILLAGE RATE**

The adoption of a proposed millage rate is required by state statute.

A copy of the 2009 DR 420, Certification of Taxable Value, 2009 DR for 420MM-P, Maximum Millage Levy Calculation, and revenue/expenditure line item worksheets were distributed.

**MOTION: TO ADOPT A PROPOSED MILLAGE RATE FOR THE 2010-2011 YEAR SET AT 1.30 MILL.**

**MOTION:** Commissioner Christmas

**SECOND:** Commissioner Gardner

Discussion.

**VOTE:** Approved, 5/0 Vote

**PUBLIC SERVICE TAX**

This topic has been brought up for discussion as an option for the commission to consider increasing revenue for the next fiscal year. No action will be taken at this time.

**BUDGET**

Appropriate line items are to be added to the revenue/expenditure worksheets for fire reviews and inspections.

**MOTION: FOR THE FIRST BUDGET HEARING TO BE HELD ON SEPTEMBER 13, 2010, AT 7 PM.**

**MOTION:** Commissioner Christmas

**SECOND BY:** Commissioner DeWitt

**VOTE:** Approved, 5/0 Vote

**MOTION: FOR THE FINAL BUDGET HEARING TO TENTATIVELY BE HELD ON SEPTEMBER 28, 2010, AT 7 PM.**

**MOTION:** Commissioner Christmas

**SECOND BY:** Commissioner DeWitt

**VOTE:** Approved, 5/0 Vote

**ATTORNEY REPORT**

**SUNSHINE LAW**

The Florida Commission on Ethics, has provided copies of the "Guide to the Sunshine Amendment and Code of Ethics for Public Officers and Employees". Every commissioner is encouraged to familiarize themselves more closely with information contained in this guide.

**INTERLOCAL AGREEMENT WITH DADE CITY FOR BUILDING INSPECTIONS**

Planner Norsoph suggests that the current Town code may require updating. The commission agreed this is an important update and the clerk should look closely at the budget for the planner to make certain that we do not go over budget in this area.

**INTERLOCAL AGREEMENT WITH SAN ANTONIO FOR SHARED JURISDICTION  
OF POMPANIC ROAD**

This is being handed out again tonight for review. This will be an agenda item at the next Town meeting.

**CLERK'S REPORT**

**FLORIDA LEAGUE OF CITIES CONFERENCE – HOLLYWOOD FLORIDA**

Mayor Hamilton, Commissioner Courtney and Commissioner Gardner declared that they would like to attend.

**MOTION: TO HAVE MAYOR HAMILTON AS THE VOTING  
DELEGATE FOR THE TOWN OF ST. LEO AT THE FLORIDA  
LEAGUE OF CITIES CONFERENCE 2010.**

**MOTION BY:** Commissioner Christmas  
**SECOND BY:** Commissioner DeWitt  
**VOTE:** 5/0 for Approval

**NEW BUSINESS**

**RECOGNITION OF SERVICE FOR JAMES HALLETT, O.S.B.**

Discussion of appropriate recognition for the years of service included a dinner, plaque, or other type of small memento. Types of plaques available will be explored. Further discussion will occur at the next commission meeting.

The commission agreed that a plaque will be appropriate and Brother James will be invited to attend the September 13, 2010.

**TOWN HALL DRIVEWAY DRAINAGE**

Water damage is occurring in the area of the west retention pond in front of Town Hall. A proposal has been received for completion of the repair. Mr. Gardner offered to meet with Dean Yingling to discuss requirements. Clerk will then contact Mayor with results of Gardner's meeting.

**CORRESPONDENCE FROM SAINT LEO UNIVERSITY ARCHITECT**

An e-mail from Dan Fowler dated July 02, 2010; regarding the Town building permit review process was discussed. The series of problems that Saint Leo University has had during the last few months were reviewed and it was decided that Town staff has acted accordingly and no changes need to be made to the current process.

**ADJOURNMENT**

**MOTION: TO ADJOURN MEETING AT 8:45 P.M.**

**MOTION BY:** Commissioner Christmas  
**SECOND BY:** Commissioner Courtney  
**VOTE:** Unanimous for Resolution, 5/0 Adopted

Respectfully, Joan Miller, C.M.C.